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The Massachusetts General Hospital Handbook of Behavioral Medicine

Radar Handbook

An Official Publication of the Society for Simulation in Healthcare, *Defining Excellence in Simulation Programs* aims to meet the needs of healthcare practitioners using simulation techniques for education, assessment, and research. Increasingly, simulation is an integral part of teaching and training programs in healthcare settings around the world. Simulation models, including virtual simulation, scenario-based simulation with actors, and computerized mannequins, contributes to improved performance and reduced errors in patient care. This text establishes working definitions and benchmarks for the field of simulation and defines the types of simulation programs, while also covering program leadership, funding, staffing, equipment and education models. It provides knowledge critical to the success of simulation program management, simulation educators, and simulation researchers. Written to appeal to the novice to advanced beginner, a special section in each chapter is directed to the competent to expert programs, managers, educators, and researchers, so that this text truly can serve as the comprehensive reference for anyone in simulation.

Race, Work, and Leadership

When he is paired with a girl who has lost her legs, Rescue worries that he isn't up to the task of being her service dog.

The Power of Our Words

In 1990 the Carnegie Foundation for the Advancement of Teaching published a classic report on the loss of a meaningful basis for true community on college campuses—and in the nation. Now this expanded edition of *Campus Life* reintroduces educational leaders to the report's proposals while offering up-to-date analysis and recommendations for Christian campuses today.

Massachusetts General Hospital Handbook of General Hospital Psychiatry

Campus Life

Daily Labor Report

Cognitive Behavioral Therapy (CBT) has a growing evidence base that supports its efficacy in treating a wide range of psychiatric disorders and has been adapted for use with more complicated patient populations and for different stages of psychiatric illness. As the first Massachusetts General Hospital-branded text on the subject, this is a cutting-edge tool that is unlike any current book on CBT. The authors for this handbook are among the world's foremost experts in their specialty area and are actively engaged in dynamic research evaluating the efficacy of CBT as well as identifying mechanisms of action for this treatment. This title provides in-depth coverage of the historical background of the development of CBT, a comprehensive review of relevant outcomes data, a survey of mechanisms by which CBT exerts its effect, and, most importantly, a take away "tool box" of CBT strategies and techniques that can be immediately implemented in clinicians' practices. The Massachusetts General Hospital Handbook of Cognitive Behavioral Therapy reaches and improves the clinical practices of a broad base of front line mental health practitioners, including psychiatrists and therapists.

Organizational Fit

Simple changes in a teacher's language can bring about profound changes in students and classrooms. By paying attention to your words and tone of voice, you will: Increase students' engagement with academics Build positive community More effectively manage your classroom That is the message of *The Power of Our Words*, a book that has changed the teaching lives of tens of thousands of educators since it was first published in 2007. In this updated second edition you will find practical information to help you: Lead students in envisioning themselves achieving success Use questions that encourage

deep and creative thinking Listen to students in ways that support their growth Reinforce students efforts and remind or redirect them when they go off track. Throughout, you will find an increased emphasis on using teacher language to support academic engagement and critical thinking skills as called for in the Common Core State Standards. And an updated, livelier format makes this second edition even easier to read.

Handbook of Consult and Inpatient Gynecology

Handbook of Social Work in Health and Aging

A New York Times bestseller ■ A Library Journal Best Books of 2015 Pick ■ A St. Louis Post-Dispatch Best Books of 2015 Pick ■ A GoodReads Top Ten Fiction Book of 2015 ■ A People Magazine Great Read From New York Times bestselling author and neuroscientist Lisa Genova comes a “heartbreaking...very human novel” (Matthew Thomas, author of *We Are Not Ourselves*) that does for Huntington’s disease what her debut novel *Still Alice* did for Alzheimer’s. Joe O’Brien is a forty-three-year-old police officer from the Irish Catholic neighborhood of Charlestown, Massachusetts. A devoted husband, proud father of four children in their twenties, and respected officer, Joe begins experiencing bouts of disorganized thinking, uncharacteristic temper outbursts, and strange, involuntary movements. He initially attributes these episodes to the stress of his job, but as these symptoms worsen, he agrees to see a neurologist and is handed a diagnosis that will change his and his family’s lives forever: Huntington’s disease. Huntington’s is a lethal neurodegenerative disease with no treatment and no cure, and each of Joe’s four children has a 50 percent chance of inheriting their father’s disease. While watching her potential future in her father’s escalating symptoms, twenty-one-year-old daughter Katie struggles with the questions this test imposes on her young adult life. As Joe’s symptoms worsen and he’s eventually stripped of his badge and more, Joe struggles to maintain hope and a sense of purpose, while Katie and her siblings must find the courage to either live a life “at risk” or learn their fate. Praised for writing that “explores the resilience of the human spirit” (*San Francisco Chronicle*), Lisa Genova has once again delivered a novel as powerful and unforgettable as the human insights at its core.

The Massachusetts General Hospital Textbook on Diversity and Cultural Sensitivity in Mental Health

This edition is updated to include new research and clinical material for practitioners working with mental health patients of diverse backgrounds. Written by experts in cultural sensitivity, the text begins by establishing innovative approaches to understanding diversity, tools for diversity educational training for health care providers, clinical interviewing techniques and effective strategies in having difficult conversations. Indirect approaches to understanding diversity and mental health

come from unique chapters that range from the ways that journalists process and discuss mental health competency to the business model for cultural competency in health care. The second section of the book moves from the broader subjects to the needs of specific populations, including Native Americans, Latinos, Asians, African American, Middle Eastern, Refugee and LGBTQ communities. The discussion includes understanding the complexities of making mental health diagnoses and the various meanings these diagnoses have for the socio-cultural group described. Each chapter also details biopsychosocial treatment options and challenges. The Massachusetts General Hospital Textbook on Diversity and Cultural Sensitivity in Mental Health, Second Edition, is an excellent resource for all clinicians working with diverse populations, including psychiatrists, primary care physicians, emergency room physicians, early career physicians and trainees, psychologists, nurses, social workers, researchers, and medical educators.

Hoover's Handbook of Private Companies 2010

Historically, security managers have tended to be sourced from either the armed forces or law enforcement. But the increasing complexity of the organisations employing them, along with the technologies employed by them, is forcing an evolution and expansion of the role, and security managers must meet this challenge in order to succeed in their field and protect the assets of their employers. Risk management, crisis management, continuity management, strategic business operations, data security, IT, and business communications all fall under the purview of the security manager. This book is a guide to meeting those challenges, providing the security manager with the essential skill set and knowledge base to meet the challenges faced in contemporary, international, or tech-oriented businesses. It covers the basics of strategy, risk, and technology from the perspective of the security manager, focussing only on the 'need to know'. The reader will benefit from an understanding of how risk management aligns its functional aims with the strategic goals and operations of the organisation. This essential book supports professional vocational accreditation and qualifications, such as the Chartered Security Professional (CSyP) or Certified Protection Professional (CPP), and advises on pathways to higher education qualifications in the fields of security and risk management. It is ideal for any risk manager looking to further their training and development, as well as being complementary for risk and security management programs with a focus on practice.

Defining Excellence in Simulation Programs

The Cambridge Handbook of Consumer Psychology

The purpose of the federal Family and Medical Leave Act (FMLA) is to help employees balance the demands of work and family. But the law can be hard for employers to apply in the real world. Questions about eligibility, coverage, notice and

certification requirements, administering leave, continuing benefits, and reinstatement can challenge even the most experienced managers. This book has the plain-English answers to all of your tough questions about the FMLA. It provides detailed information, real-life examples, sample forms, and other tools to help you meet your legal obligations. The 5th edition covers all the latest updates on the FMLA, including rules for same-sex couples, new cases explaining the application of the FMLA, state paid family leave laws, and more.

UniForum Monthly

The Handbook of Social Work in Health and Aging is the first reference to combine the fields of health care, aging, and social work in a single, authoritative volume. These areas are too often treated as discrete entities, while the reality is that all social workers deal with issues in health and aging on a daily basis, regardless of practice specialization. As the baby boomers age, the impact on practice in health and aging will be dramatic, and social workers need more specialized knowledge about aging, health care, and the resources available to best serve older adults and their families. The volume's 102 original chapters and 13 overviews, written by the most experienced and prominent gerontological health care scholars in the United States and across the world, provide social work practitioners and educators with up-to-date knowledge of evidence-based practice guidelines for effectively assessing and treating older adults and their families; new models for intervention in both community-based practice and institutional care; and knowledge of significant policy and research issues in health and aging. A truly monumental resource, this handbook represents the best research on health and aging available to social workers today.

The Coaching Manager

The Talent Management Handbook explains how organizations can identify and get the most out of “high-potential people” by developing and promoting them to key positions. The book explains: 1. A system for integrating three human resources “building blocks”: organizational competencies, performance appraisal, and forecasting employee/manager potential 2. Six human resources conditions necessary for organization excellence 3. How to link your employee assessment process to career planning and development The Talent Management Handbook will help you design career plans that boost employee morale, as well as create and sustain excellence in your organization. It is full of simple, efficient, easy-to-follow methods for assessing, planning, and developing high-value people to meet your organization’s current and future needs. And it will help you combine your organization’s diverse human resources activities into a single, cogent system. Featuring best practices from leading companies as well as contributions from field experts who hold top positions in such leading HR consultancies as AON Consulting, The Hay Group, Hewitt Associates, Right Management Consulting, Sibson Consulting, and Towers Perrin, The Talent Management Handbook is an authoritative resource for creating and maintaining excellence in

your organization through people management.

Graduate Medical Education Directory

Hoover's Handbook of Private Companies covers 900 nonpublic U.S. enterprises including large industrial and service corporations.

Bright Kids Who Can't Keep Up

This text outlines the importance of biopsychosocial factors in improving medical care, and illustrates evidence-based, state-of-the-art interventions for patients with a variety of medical conditions. Each chapter is focused on a particular health concern or illness, which is described both in terms of prevalence and frequent psychological and psychiatric comorbidities that may present to clinicians working with these populations. Consistent with evidence-based care, information on the efficacy of the treatments being described is presented to support their continued use. To accommodate the needs of clinicians, we describe population specific approaches to treatment, including goal settings, modules and skills as well as strategies to assess and monitor progress. To facilitate learning, each chapter contains one or more case examples that explicate the skills described to convey change within a behavioral medicine protocol. Each chapter also includes resources in the form of books and websites to gain additional knowledge and detail as needed. Authors are experts in the field of each chapter, ensuring that information presented is recent and of high quality.

The Culture Cycle

Adult Psychopathology presents an overview of the classification and diagnosis; epidemiology; genetic, sociocultural, and biological influences; and research and behavioral considerations of psychopathology in adults. This state-of-the-art volume also includes the latest research on the major disorders and discusses the three most popular treatment approaches.

Working Law

The new edition of the Green Book now blends the best information from the Graduate Medical Education Directory AND GMED Companion: An Insider's Guide to Selecting a Residency Program. This new format gives medical students all of the necessary tools and insight to help them to make one of the most important professional decisions of their careers. By combining the texts of both of these great resources, readers have at their fingertips all of the residency program information, plus residency application and career planning resources. The updated and expanded information of the 2006 -

2007 edition include: The official listings for residency programs at more than 1,700 GME teaching institutions
Comprehensive GME program listings, including program director, address, phone, fax, and e-mail address Lists certification requirements for 24 medical specialty boards and teaching institutions that sponsor GME programs Contains 6,500 revisions, 100 new programs, as well as updated certification requirements and teaching institutions' listings Information on fellowship/subspecialty programs, Canadian programs, national medical societies and medical licensure information This resource is a must to help guide your residency program selection process.

Professional Security Management

The Coaching Manager, Third Edition provides students and managers alike with the guidance, tools, and examples needed to develop leadership talent and inspire performance. Using an innovative coaching model, bestselling authors James M. Hunt and Joseph R. Weintraub present readers with a developmental coaching methodology to help employees achieve higher levels of skill, experience greater engagement with organizations, and promote personal development. The thoroughly updated Third Edition reflects the authors' latest research, which focus on building and maintaining trust, working with others who are different from yourself, and coaching by the use of technology.

Comprehensive Handbook of Personality and Psychopathology , Adult Psychopathology

This handbook is a concise and evidence-based reference for common gynecologic consults, inpatient management, and postoperative complications. Written in response to the contemporary gynecology training environment, it addresses the needs of residents, with the objective of optimizing patient safety and outcomes. The book is organized to address calls and consults in the areas of gynecologic disorders and inpatient management. In addition to common issues of miscarriage, ectopic pregnancy, and vaginal bleeding, it delves extensively into postoperative complications that are relevant to the fields of benign gynecology, gynecologic oncology, urogynecology, and reproductive endocrinology. Differential diagnoses, pertinent physical examination techniques, laboratory and imaging findings, and management steps are presented for each patient complaint. Handbook of Consult and Inpatient Gynecology is a high-yield guide to diagnosis and management of common gynecologic problems for residents and clinicians.

The Handbook of Adult Language Disorders

Rethinking How to Build Inclusive Organizations Race, Work, and Leadership is a rare and important compilation of essays that examines how race matters in people's experience of work and leadership. What does it mean to be black in corporate America today? How are racial dynamics in organizations changing? How do we build inclusive organizations? Inspired by

and developed in conjunction with the research and programming for Harvard Business School's commemoration of the fiftieth anniversary of the founding of the HBS African American Student Union, this groundbreaking book shines new light on these and other timely questions and illuminates the present-day dynamics of race in the workplace. Contributions from top scholars, researchers, and practitioners in leadership, organizational behavior, psychology, sociology, and education test the relevance of long-held assumptions and reconsider the research approaches and interventions needed to understand and advance African Americans in work settings and leadership roles. At a time when--following a peak in 2002--there are fewer African American men and women in corporate leadership roles, *Race, Work, and Leadership* will stimulate new scholarship and dialogue on the organizational and leadership challenges of African Americans and become the indispensable reference for anyone committed to understanding, studying, and acting on the challenges facing leaders who are building inclusive organizations.

The Essential Guide to Family & Medical Leave

Do you find yourself constantly asking your child to "pick up the pace"? Does he or she seem to take longer than others to get stuff done--whether completing homework, responding when spoken to, or getting dressed and ready in the morning? Drs. Ellen Braaten and Brian Willoughby have worked with thousands of kids and teens who struggle with an area of cognitive functioning called "processing speed," and who are often mislabeled as lazy or unmotivated. Filled with vivid stories and examples, this crucial resource demystifies processing speed and shows how to help kids (ages 5 to 18) catch up in this key area of development. Helpful practical tools can be downloaded and printed in a convenient 8 1/2" x 11" size. Learn how to obtain needed support at school, what to expect from a professional evaluation, and how you can make daily routines more efficient--while promoting your child's social and emotional well-being.

Business Week

An ambitious survey of the field, by an international group of scholars, that looks toward the future of person-organization fit. Explores how people form their impressions of fit and the impact these have on their behavior, and how companies can maximize fit. Includes multiple perspectives on the topic of how people fit into organizations, discussing issues across the field and incorporating insights from related disciplines. Actively encourages scholars to take part in organizational fit research, drawing on workshops and symposia held specially for this book to explore some of the creative directions that the field is taking into the future.

Molecular Nutrition

The industrial hygienist is actively involved with the engineering community, particularly where the subject of industrial ventilation is concerned. While engineers concentrate on methods and techniques necessary to ensure maximum efficiency of a given system, the industrial hygienist concentrates on human health. Ventilation is one of the most widely used methods of controlling environmental eontaminates, and for this reason, industrial hygienists must have specific knowledge of the design of equipment and the principles which it operates. This informative text, written in easily understood language, will allow those without a mechanical engineering background to understand air calculation and ventilation problems. Industrial Hygiene Ventilation provides the industrial hygienist with a handy reference containing the equations, constants, conversions, and formulae that they will encounter in their day to day duties.

The Talent Management Handbook

Molecular nutrition (the study of interactions between nutrients and various intracellular and extracellular molecules) is one of the most rapidly developing fields in nutritional science. Ultimately, molecular nutrition research will reveal how nutrients may affect fundamental processes such as DNA repair, cell proliferation, and apoptosis. This book is the only single complete volume available reviewing the field of molecular nutrition. It contains contributions from leading international experts, and reviews the most important and latest research from various areas of molecular nutrition.

Hoarding

Toyota Kata: Managing People for Improvement, Adaptiveness and Superior Results

Why do consumers make the purchases they do, and which ones make them truly happy? Why are consumers willing to spend huge sums of money to appear high status? This Handbook addresses these key questions and many more. It provides a comprehensive overview of consumer psychology, examining cutting-edge research at the individual, interpersonal, and societal levels. Leading scholars summarize past and current findings, and consider future lines of inquiry to deepen our understanding of the psychology behind consumers' decision making, their interactions with other consumers, and the effects of societal factors on consumption. The Cambridge Handbook of Consumer Psychology will act as a valuable guide for faculty as well as graduate and undergraduate students in psychology, marketing, management, sociology, and anthropology.

Rescue and Jessica

Inside the O'Briens

The Handbook of Adult Language Disorders is the essential guide to the scientific and clinical tenets of aphasia study and treatment. It focuses on how language breaks down after focal brain damage, what patterns of impairment reveal about normal language, and how recovery can be optimally facilitated. It is unique in that it reviews studies from the major disciplines in which aphasia research is conducted—cognitive neuropsychology, linguistics, neurology, neuroimaging, and speech-language pathology—as they apply to each topic of language. For each language domain, there are chapters devoted to theory and models of the language task, the neural basis of the language task (focusing on recent neuroimaging studies) and clinical diagnosis and treatment of impairments in that domain. In addition, there is broad coverage of approaches to investigation and treatment from leading experts, with several authors specializing in two or more disciplines. This second edition focuses on characterizing the cognitive and neural processes that account for each variant of aphasia as a first step toward developing effective rehabilitation, given that aphasia is one of the most common and disabling consequences of stroke. The best and most authoritative handbook in the field, The Handbook of Adult Language Disorders is the definitive reference for clinicians and researchers working in the scientific investigation of aphasia.

Air Contaminants and Industrial Hygiene Ventilation

Intended for a multidisciplinary team of providers, Teaching Strategies for Health Care and Health establishes a foundation of how, why, what, and when people of all ages learn and how learning can positively affect a patient, a family, and a diverse community's ability to understand, manage, prevent and live well with their illness. Designed to give health professionals the tools they need to provide total patient care, this unique resource presents a foundation as well as a selection of tools and teaching methodologies to promote health and prevention of illness. Unique to this resource are experience driven case studies demonstrating both successful and unsuccessful cases, helping health care professionals identify best practices to preserve and repeat, as well as analyze why unsuccessful efforts might have failed and how those cases could be handled differently.

Termination of Employment

The contribution of culture to organizational performance is substantial and quantifiable. In The Culture Cycle, renowned thought leader James Heskett demonstrates how an effective culture can account for 20-30% of the differential in performance compared with "culturally unremarkable" competitors. Drawing on decades of field research and dozens of case studies, Heskett introduces a powerful conceptual framework for managing culture, and shows it at work in a real-world setting. Heskett's "culture cycle" identifies cause-and-effect relationships that are crucial to shaping effective

cultures, and demonstrates how to calculate culture's economic value through "Four Rs": referrals, retention, returns to labor, and relationships. This book: Explains how culture evolves, can be shaped and sustained, and serve as the organization's "internal brand." Shows how culture can promote innovation and survival in tough times. Guides leaders in linking culture to strategy and managing forces that challenge it. Shows how to credibly quantify culture's impact on performance, productivity, and profits. Clarifies culture's unique role in mission-driven organizations. A follow-up to the classic *Corporate Culture and Performance* (authored by Heskett and John Kotter), this is the next indispensable book on organizational culture. "Heskett (emer., Harvard Business School) provides an exhaustive examination of corporate policies, practices, and behaviors in organizations." *Summing Up: Recommended*. Reprinted with permission from CHOICE, copyright by the American Library Association.

Lippincott NCLEX-RN Pharmacology Review

Hoarding disorder is the excessive saving of objects and difficulty parting with them to a point that interferes with one's ability to properly use rooms and furnishings in the home. Hoarding can become dangerous, sometimes resulting in structural problems and fires, or in hazardous sanitary conditions. Studies indicate that around one in every 25 people suffers from hoarding. This means that almost all of us know someone who hoards. *Hoarding: What Everyone Needs to Know®* demystifies this complex problem, what it looks like and why it may develop, and how it can be treated. With their combined expertise in psychological treatments for hoarding and community interventions, Drs. Steketee and Bratiotis explain how to understand hoarding as a mental illness, describing the disorder in layman's terms and explaining the various facets and manifestations of the behavior. Chapters focus on one or more common questions regarding diagnosis, features, how to assess severity, and treatment. The book will dispel myths and help readers identify hoarding that touches their own lives. As such it will be of great value not only to those who suspect a loved one may be hoarding, but also to first responders, such as firefighters, public health officials, and housing and social service personnel, who will find here an essential resource for use in the field.

Patient Safety Handbook

Master the Pharmacology Concepts You'll Encounter on Your Licensure Exam! Reinforce your understanding and ready yourself for success with this comprehensive review of critical pharmacology content covered on the NCLEX-RN®. Lippincott® *Pharmacology Review for NCLEX-RN®* summarizes core medication classes and their associated conditions in an easy-to-use format accompanied by ample practice questions to help you excel on your exams and make a confident transition to clinical practice. Streamlined, bulleted format reinforces key information at a glance. NCLEX-style review questions test your retention of essential concepts and familiarize you with the exam experience. Detailed answer key

offers instant remediation including full rationales, Bloom's Taxonomy levels and Client Need categories for each question. Free 7-day Lippincott® PassPoint trial provides personalized, adaptive online test preparation to enhance your test-taking confidence.

Facility Design and Management Handbook

"Toyota Kata gets to the essence of how Toyota manages continuous improvement and human ingenuity, through its improvement kata and coaching kata. Mike Rother explains why typical companies fail to understand the core of lean and make limited progress—and what it takes to make it a real part of your culture." —Jeffrey K. Liker, bestselling author of *The Toyota Way* "[Toyota Kata is] one of the stepping stones that will usher in a new era of management thinking." —The Systems Thinker "How any organization in any industry can progress from old-fashioned management by results to a strikingly different and better way." —James P. Womack, Chairman and Founder, Lean Enterprise Institute "Practicing the improvement kata is perhaps the best way we've found so far for actualizing PDCA in an organization." —John Shook, Chairman and CEO, Lean Enterprise Institute This game-changing book puts you behind the curtain at Toyota, providing new insight into the legendary automaker's management practices and offering practical guidance for leading and developing people in a way that makes the best use of their brainpower. Drawing on six years of research into Toyota's employee-management routines, *Toyota Kata* examines and elucidates, for the first time, the company's organizational routines--called kata--that power its success with continuous improvement and adaptation. The book also reaches beyond Toyota to explain issues of human behavior in organizations and provide specific answers to questions such as: How can we make improvement and adaptation part of everyday work throughout the organization? How can we develop and utilize the capability of everyone in the organization to repeatedly work toward and achieve new levels of performance? How can we give an organization the power to handle dynamic, unpredictable situations and keep satisfying customers? Mike Rother explains how to improve our prevailing management approach through the use of two kata: Improvement Kata--a repeating routine of establishing challenging target conditions, working step-by-step through obstacles, and always learning from the problems we encounter; and Coaching Kata: a pattern of teaching the improvement kata to employees at every level to ensure it motivates their ways of thinking and acting. With clear detail, an abundance of practical examples, and a cohesive explanation from start to finish, *Toyota Kata* gives executives and managers at any level actionable routines of thought and behavior that produce superior results and sustained competitive advantage.

Annual assessment handbook

Since the passage of the Civil Rights Act, virtually all companies have antidiscrimination policies in place. Although these policies represent some progress, women and minorities remain underrepresented within the workplace as a whole and

even more so when you look at high-level positions. They also tend to be less well paid. How is it that discrimination remains so prevalent in the American workplace despite the widespread adoption of policies designed to prevent it? One reason for the limited success of antidiscrimination policies, argues Lauren B. Edelman, is that the law regulating companies is broad and ambiguous, and managers therefore play a critical role in shaping what it means in daily practice. Often, what results are policies and procedures that are largely symbolic and fail to dispel long-standing patterns of discrimination. Even more troubling, these meanings of the law that evolve within companies tend to eventually make their way back into the legal domain, inconspicuously influencing lawyers for both plaintiffs and defendants and even judges. When courts look to the presence of antidiscrimination policies and personnel manuals to infer fair practices and to the presence of diversity training programs without examining whether these policies are effective in combating discrimination and achieving racial and gender diversity, they wind up condoning practices that deviate considerably from the legal ideals.

The Massachusetts General Hospital Handbook of Cognitive Behavioral Therapy

This edition is the most comprehensive and informative available on radar systems and technology. Thoroughly revised and updated to reflect the advances made in radar over the past two decades. Charts/graphs.

Drilling

Teaching Strategies for Health Education and Health Promotion

Health Sciences & Professions

The Massachusetts General Hospital Handbook of Behavioral Medicine

A new paradigm in facility management A unique, just-in-time resource from profession leader Eric Teicholz, Facility Design and Management Handbook empowers you to make your facility state of the art. Packed with tips from U.S. and international case studies from government, health care, retail, finance, manufacturing, and academia, this guide gives you access to the productivity tools, technologies, and stratagems that have revolutionized the field in the last five years, helping you to: Find the best, most cost-effective solutions for issues from “greenness” and sustainability to disaster recovery and technology integration Use new tools for space and asset allocation, project management, process coordination, and systems integration Improve accuracy in financial forecasting, budgeting, architectural and interior design planning, and market research Create cost-effective “smart” buildings with state-of-the art security, energy management,

lighting strategies, and maintenance efficiency Discover innovative solutions for human resources needs Integrate the Internet into your management program Automate nearly all your tasks for major productivity gains Apply benchmarking standards and other measurements that demonstrate and assure facility management productivity Accompanying time-saving, efficiency-boosting CD-ROM is loaded with sample documents—from budgets, schedules, plans to cost-benefit analyses, checklists, forms and audits; standards for communications and database, integration, building and construction, CAD conventions; Web links and other resources.

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